



STATE OF MINNESOTA
Office of Minnesota Secretary of State
Steve Simon

July 2, 2018

Brian Newby
Executive Director
United States Election Assistance Commission
1335 East-West Highway, Suite 4300
Silver Spring, MD 20910

Executive Director Newby:

Enclosed is the brief narrative and tentative budget for the state of Minnesota pursuant to the terms of agreement MN18101001, CFDA 90.404.

As we have previously noted, Minnesota is in a position where the funds cannot be spent except as appropriated by the Legislature, and agreed to by the Governor, which has not yet occurred.

The enclosed plan provides more detail on our plan going forward.

Thank you for your cooperation with our state in this matter.

Best regards,

A handwritten signature in blue ink, appearing to read "Steve Simon".

STEVE SIMON
Secretary of State of Minensota

C: Mark Abbott

EAC Brief Narrative and Budget.- Minnesota

To: Brian Newby
Executive Director
United States Election Assistance Commission
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This is the brief narrative and budget required under the terms of the 2018 HAVA grant.

A)

The State of Minnesota is one of the states where the Legislature must appropriate all funds expended from the Help America Vote Act Account. The Legislature adjourned on May 20, 2018 without reaching agreement with the governor on legislation containing the required appropriation of the federal funds, in Minnesota's case \$6,595,610 (with a match requirement of \$329,781). Accordingly, the Office of the Secretary of State (OSS) will not have access to the funds until after the Legislature convenes again in January 2019.

Secretary of State Steve Simon had presented plans to the Legislature for the use of \$1.532 million for a project to rewrite the code of the Statewide Voter Registration System (SVRS), first developed in 2003 and 2004 with the initial HAVA funds provided in Title I and a small amount of Title III funds.

This remains the highest initial priority – a four year project requiring three additional staff as well as certain hardware and software described below.

The uses of the remainder of the 2018 HAVA funds are yet to be determined. The OSS is in the process of convening a Working Group consisting of stakeholders in the election system, which is scheduled to meet several times between July, 2018 and the end of calendar 2018, and which will make recommendations to the Secretary of State as to the priorities and amounts to be spent from the 2018 grant.

The working group will address hardware, software, local elections officials' training for cybersecurity, accessibility, and other similar issues, and make recommendations on priorities and funding to Secretary Simon.

The Secretary will be bringing his proposals, once determined, including the \$1.532 million for SVRS, to the 2019 Minnesota Legislature, which convenes January 8, 2019. The 2019 Legislature will adjourn no later than May 20, 2019.

This narrative and budget will be updated as recommendations to and proposals by the Secretary are made, and as the Minnesota Legislature appropriates funds.

B) The proposed detailed plan for the rewrite of SVRS is as follows:

1. Purchase licenses to allow for additional systems scanning/testing of Office websites

Regular and comprehensive scanning and testing of the OSS public facing websites is a direct recommendation from the Department of Homeland Security and is a National Institute of Standards and Technology (NIST) standard.

Currently, the OSS maintains four licenses to scan online absentee ballot application and voter registration tools, the Minnesota Business and Lien System, and the notary services online portal. Additional licenses are needed to ensure that all of the office's public facing websites and online tools can be scanned for vulnerabilities. The \$30,000 allows the office to purchase 20 additional licenses per year so that all of the public websites can be scanned and a full vulnerability review of the underlying code can be done.

2. Purchase next generation antivirus software

As viruses and malware advance, so must the office's antivirus software. The additional antivirus software the office would like to purchase will detect new viruses and malware without daily/hourly signature updates, and is needed to augment current "signature based" antivirus software with next generation "behavior based" software. "Signature based" software looks at specific known or previously identified malicious coding and then blocks that malicious coding. "Behavior based" software analyzes what that coding does, even if the coding has not been previously identified as a known malicious code, and instead blocks the code based on the malicious behavior.

This cost will cover antivirus software for a three-year period for all of the Office's approximately 200 workstations and servers at \$44.81/device, and is a recommendation from MN.IT Security, the state's IT agency

3. Provide for ongoing support for multi-factor authentication

Multi-factor authentication is a security system recommended by the Department of Homeland Security and a NIST standard that requires more than one piece of information to verify a user's identity for a login. Implementing and maintaining a multi-factor authentication system is crucial because Minnesota's SVRS is a state system to which all Minnesota counties and various cities have access. Each county or city's computer system with access to SVRS is a possible "entry point" for hackers. Multi-factor authentication provides an additional layer of security to protect SVRS from malicious actors that may attempt to compromise a county or city workstation or computer system.

With the actual security system already purchased by the office, the ongoing support for the system includes maintenance, version upgrades, security patches, and live support. By purchasing ongoing support, the OSS protects the multi-factor authentication system and the 5,000 licenses purchased from expiring.

4. Purchase the services of contract policy writer

The Department of Homeland Security recommends that the office hire a part-time contract policy writer to develop written based cybersecurity policies and procedures. After consultation with the Department of Homeland Security, the office anticipates that a contract policy writer could complete these services in approximately six months, and the office estimates an hourly rate of \$140/hour. Once initial policies are complete, the office believes current staff will be able to handle the yearly reviews and updates.

5. Strengthening, securing, and modernizing the Statewide Voter Registration System (SVRS)

The office is requesting funds to hire three additional staff starting in FY2019. These three additional staff would join two current office staff to strengthen, secure, and modernize Minnesota's voter registration

system. Specifically, the office is requesting funds to hire in FY2019 an IT Business Analyst, an IT Developer, and an Elections Administration Specialist. These three additional staff would work with two current office IT staff (a System Architect and a Project Manager) as well as current election administration staff to overhaul SVRS. Importantly, the office is not proposing building an entirely new statewide system from scratch, but is instead proposing a re-write of each component of SVRS, and updating those re-writes on a basis. The office estimates that, with the addition of three staff, the office can finish a complete overhaul of SVRS in a four-year period, after which there would be no need for these additional staff positions and corresponding funds.

Secretary of State Supplemental Budget Request Breakdown	FY2019	FY2020	FY2021	FY2022
1. Licensing for System Scanning and Testing	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
2. Next Generation Antivirus Software	\$ 9,000	-0-	-0-	\$ 9,000
3. Multifactor Authentication	\$ 18,000	\$ 20,000	\$ 20,000	\$ 22,000
4. Policy Writer	\$ 30,000	-0-	-0-	-0-
5. SVRS Modernization				
BA Position	\$121,000	\$128,260	\$135,956	\$144,113
Developer Position	\$134,590	\$142,665	\$151,225	\$160,299
Election Position	\$ 38,000	\$ 40,280	\$ 42,696	\$ 45,258
TOTAL	\$380,590	\$361,205	\$379,877	\$410,670